

# **USER'S**

# **MANUAL (Guard and Basic)**

*PatyGuard Web Application*

**PartyFreaks, Northwest Missouri  
State University, Maryville, MO**

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**Revision Sheet**

Release version	Date	Revision Description
Rev.0	10/26/16	User Manual template and outline
Rev.2	11/19/16	Admin Manual
Rev.3	11/20/16	Guard and Basic user manual
Rev.3	11/20/16	Host Manual

## User's Manual

### Authorization Memorandum

I have carefully assessed the User's Manual for the (System Name). This document has been completed in accordance with the requirements of the HUD System Development Methodology.

MANAGEMENT CERTIFICATION - Please check the appropriate statement.

\_\_\_\_\_ The document is accepted.

\_\_\_\_\_ The document is accepted pending the changes noted.

\_\_\_\_\_ The document is not accepted.

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We fully accept the changes as needed improvements and authorize the initiation of work to proceed. Based on our authority and judgment, the continued operation of this system is authorized.

\_\_\_\_\_  
NAME

Project Mentor

\_\_\_\_\_  
DATE

\_\_\_\_\_  
NAME

Project Mentor

\_\_\_\_\_  
DATE

\_\_\_\_\_  
NAME

Project Client

\_\_\_\_\_  
DATE

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## 1. General Information

### 1.1 System Overview

The system is a web application which is used by 4 different users.

1. Admin
2. Host/ Fraternity Head
3. Guard
4. Basic (Women)

Different users can register themselves from the website. The website allows all types of users to access their profile. Based upon the type of user, the users will be redirected to different pages in the website and only certain users have access permission to different pages in the website based on the type of the user.

## 1.2 Website Pages:

### 1.2.1 Home Page:

The first page of the application, from here you can navigate to different pages in the website.

The footer, indicated by “5” in fig 1.1a, below gives you a quick access to “contact us” and other important pages of the website

By clicking on “1” and “2” as shown in the fig 1.1a, you can know more about the permissions and accessibility details of fraternity hosts and guards.

By entering the details, name and email id in the spaces shown by “3” and “4” in the fig 1.1a, if you are a new customer, you can get contacted by the admin or the owner of the website or get details of pricing or subscription periods, etc. By doing this you receive an email consisting of all the basic pricing and subscription details and can establish a connection with the admin of the website.

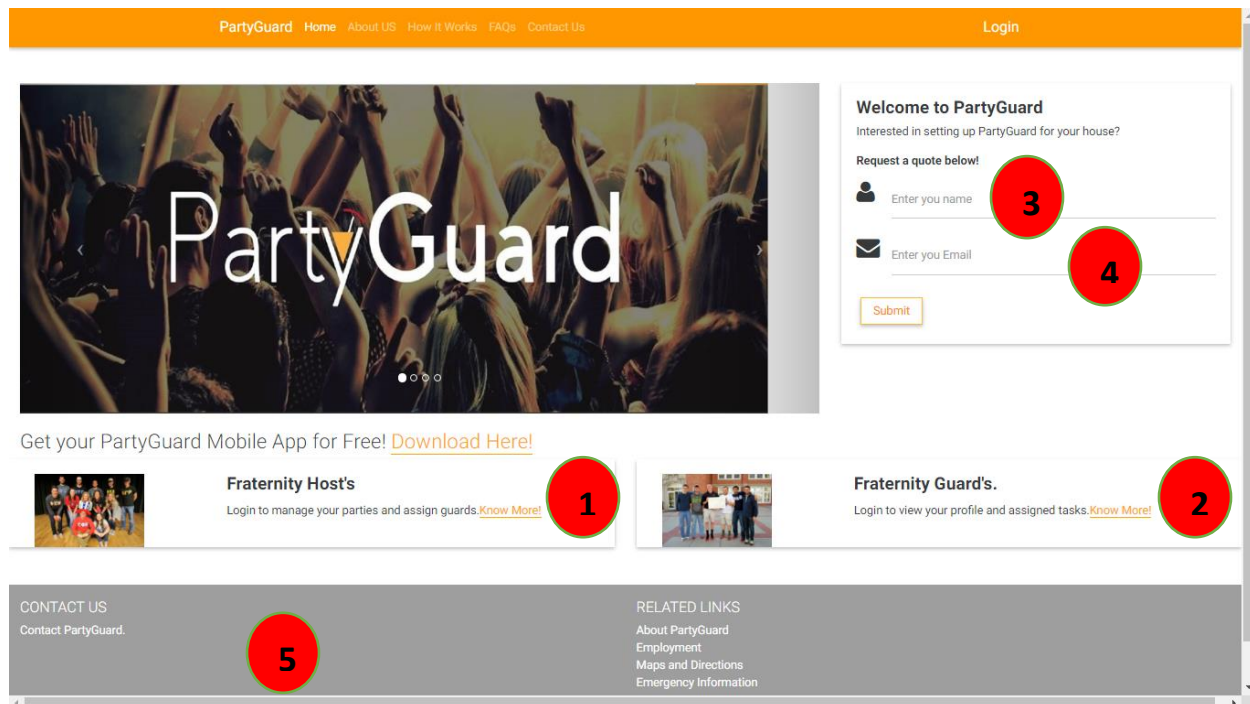


Fig 1.1a. Launching page of PartyGurad website, Home

### 1.2.2 About Us:

This page gives you an idea of what the website is about and what is the main agenda on the website.

### 1.2.3 How it Works:

This page gives you more detailed information about who the fraternities (customers), fraternity head, fraternity guards are and what role they play and the permissions available for them.

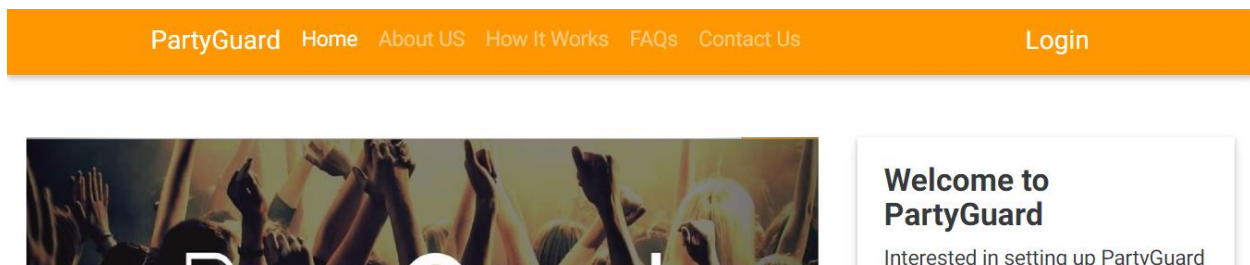


Fig 1.1b. Navigation bars

### 1.2.4 FAQ:

FAQ's are the most frequently asked questions regarding the website, or usage of the website or pricing, subscription, or any other questions related to the website. On this page you can find answers to every question posted.

### 1.2.5 Contact Us:

You can contact admin at any time regarding any questions, using "Contact us" page

If you have any questions regarding the website and you would like to contact the admin for that, you can enter your details in the spaces shown in the fig 1.1 c.

PartyGuard

Home

About US

How It Works

FAQs

Contact Us

Login

Contact Us

Get know in detail about  
PartyGuard

Person to be contacted

PartyGuard Contact form

Firstname \*

Please enter your firstname \*

Lastname \*

Please enter your lastname \*

Email \*

Please enter your email \*

Phone

Please enter your phone

Message \*

Message for me \*

Send message

\* These fields are required.

CONTACT US

RELATED LINKS

Fig 1.1c. Contact us page



## 2. Getting Started

### 2.1 Logging on

For getting started with the website, every user should have a valid account.

#### 2.1.1 Login:

Whenever you navigate to any of the pages, you can find a login option on the right side top corner of the page, allowing you to login at any time in your flow.

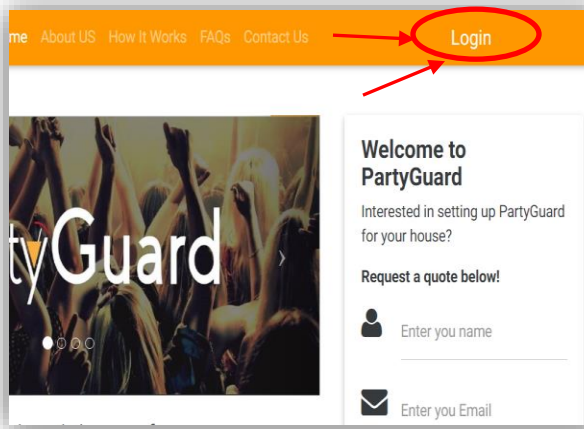


Fig 2.1a Login Button

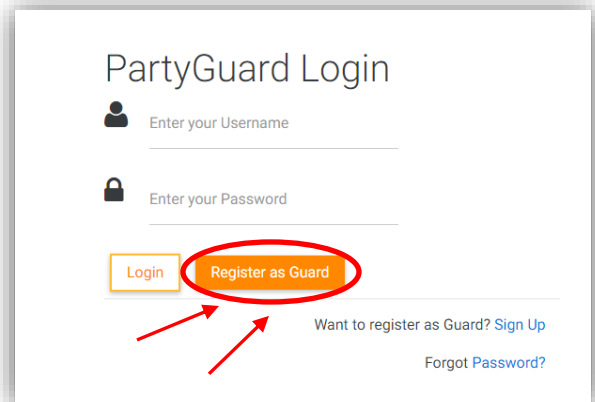


Fig 2.1b Login page view

This is the common login page, as shown in the fig 2.1b for all the users of the application, admin, host, guard and basic. According to the type of account, you will be redirected to the respective pages in the website.

## 2.2 Guard:

### 2.2.1 Guard user registration:

There are two ways from which a guard can register,

- Website and
- Mobile application

As shown in the fig 2.1b, you can click on “register as guard” if you are a guard and registering for the first time. The below is the fig 2.2a shows the registration screen.

Every fraternity will have a different guard code assigned to it. The fraternity is responsible to pass the guard code to his guards. This helps to find out which guard belongs to which fraternity.

Whenever a guard registers, he should enter all the details, like “name”, “email”, “phone number”, “password”, “age”, and the unique “guard user code”.

The screenshot shows the 'Guard User Registration' page. The header is orange with the 'PartyGuard' logo and navigation links. The main content area is white with a title 'Guard User Registration'. Below the title are several input fields: 'Enter First Name', 'Enter Last Name', 'Enter Email', 'Enter Mobile number', 'Enter your Age', and 'Enter Guard user Code'. The 'Enter Guard user Code' field is circled in red. There are also 'Register' and 'Reset' buttons. The footer is grey and contains 'CONTACT US' and 'RELATED LINKS'.

Fig 2.2a Guard registration page

Once you enter all the fields and click on register, you will be added to the list of guards belonging to the fraternity represented by the guard user code.

### 2.2.2 Guard user login:

Once you register, you can login in two ways

- Website and
- Mobile application

The login page is as shown in the fig 2.1b. Enter your login credentials and click on login.

The fig 2.2b shows the profile page of the guard,



Fig 2.2b Guard user launch screen, Profile page

You can edit your profile in the website, click on “Edit details” to edit.

The fig 2.2 c shows the edit profile screen. You can edit your details like name, age, phone number only. You cannot edit the email address of yours.

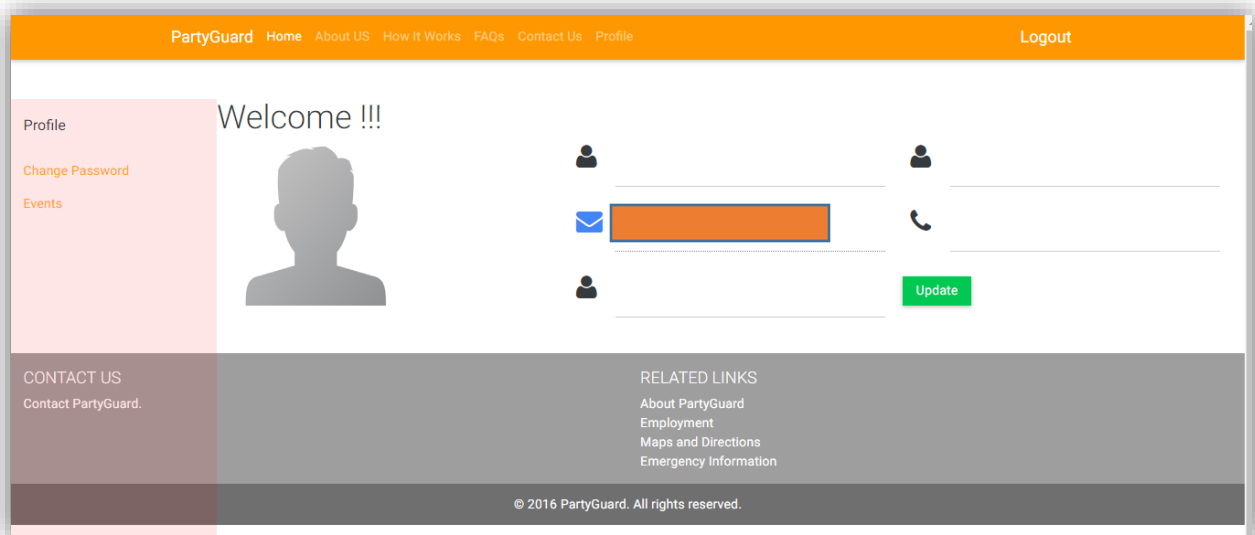


Fig 2.2c Guard user, edit profile page

### 2.2.3 Change Password:

You can also change your login password from website. The figure below shows the change password screen, When you are done with entering the new password click on “submit” to set up the new password as your login password.

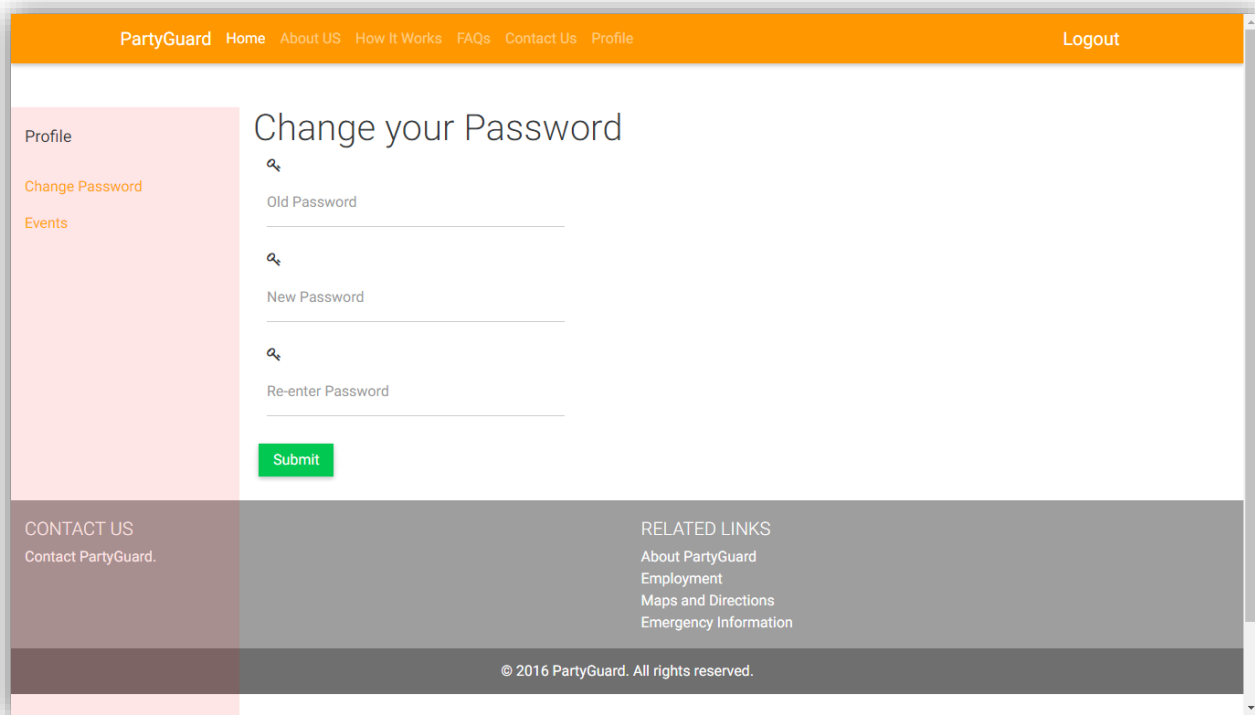


Fig 2.2d Guard user, change password page

## 2.2.4 Events page:

The below fig shows the event page, you can view your events details here.

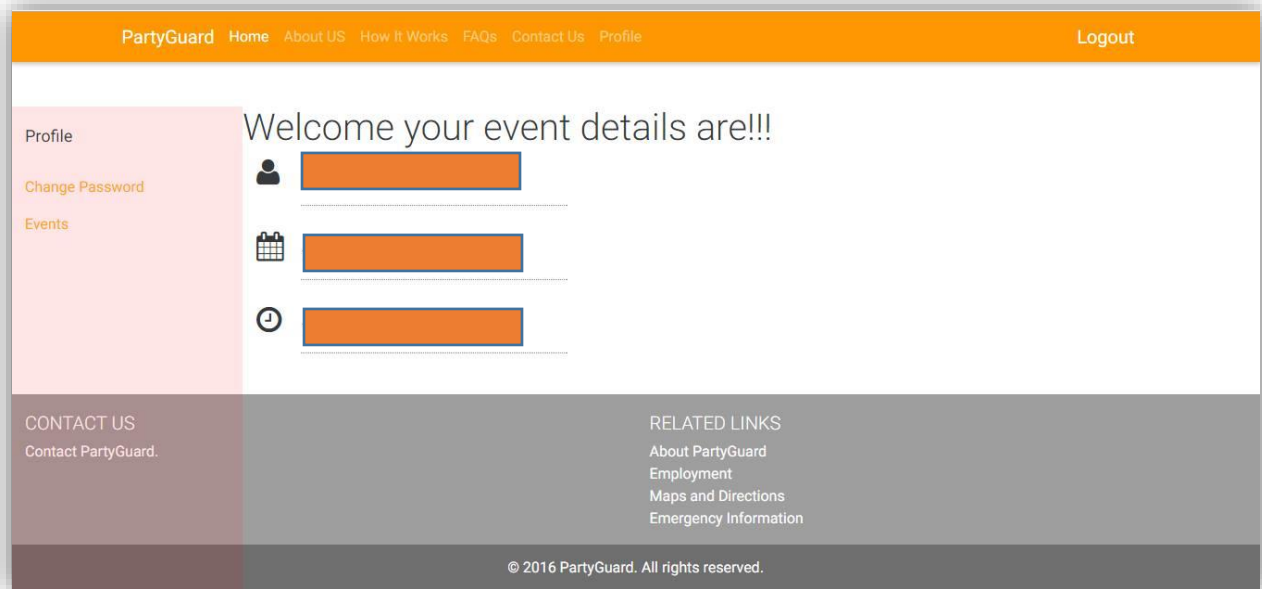


Fig 2.2e Guard user, events page

## 2.3 Basic:

### 2.3.1 Basic user registration:

**\*\*Note:** basic user is a women and she can only register through mobile applications (iOS, Android)

### 2.3.2 Basic user login:

If you are a basic user you can login through the login screen, shown in fig 2.1 b and the below fig 2.3a shows the launch screen for the basic user.

You can edit your profile from the website also, by clicking on the “Edit” button. Fig 2.3 b shows the edit screen.

PartyGuard Home About US How It Works FAQs Contact Us Profile Logout

Profile

Change Password

Welcome [Redacted] !!!

[Profile Picture]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

Edit

CONTACT US  
Contact PartyGuard.

RELATED LINKS  
About PartyGuard  
Employment  
Maps and Directions  
Emergency Information

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Fig 2.3a Basic user, profile page

PartyGuard Home About US How It Works FAQs Contact Us Profile Logout

Profile

Change Password

Edit profile details

[Profile Picture]

FirstName [Redacted]

LastName [Redacted]

Email [Redacted]

PhoneNumber [Redacted]

Update

CONTACT US  
Contact PartyGuard.

RELATED LINKS  
About PartyGuard  
Employment  
Maps and Directions  
Emergency Information

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Fig 2.3b Basic user, edit profile page

### 2.3.3 Change Password:

You can change your profile password from the website also, here is the change password screen,

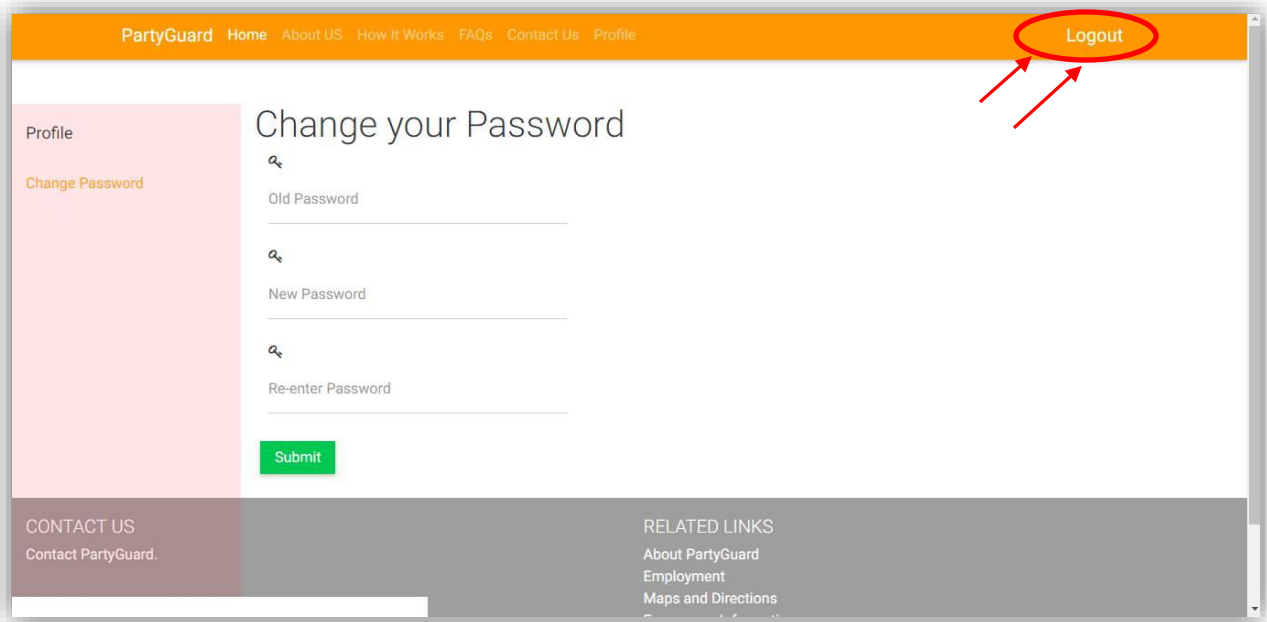


Fig 2.3c Basic user, change password page

### 2.3.4 Logout:

Once you are done with all the necessary actions you intend to perform, you can logout from the account by clicking on the “logout” button on the top right corner of the page. You can also see the button highlighted in the fig 2.3c.

## 3. User Rights

### 3.1 Guard Permissions/ Actions:

If you are a guard user, the actions you can perform or the permission you hold:

- View and edit his profile,
- Change the profile password,
- View the events

### 3.2 Basic Permissions/ Actions:

If you are a basic user, the actions you can perform or the permission you hold:

- View and edit her profile,
- Change the profile password

## 4. Errors

### 4.1 Validation errors:

There can be different reasons for an error to occur. One of them may be validation, here in the below fig. 4.1 you can see a pop up message. This happens if you did not enter any values in the fields and clicked “submit”.

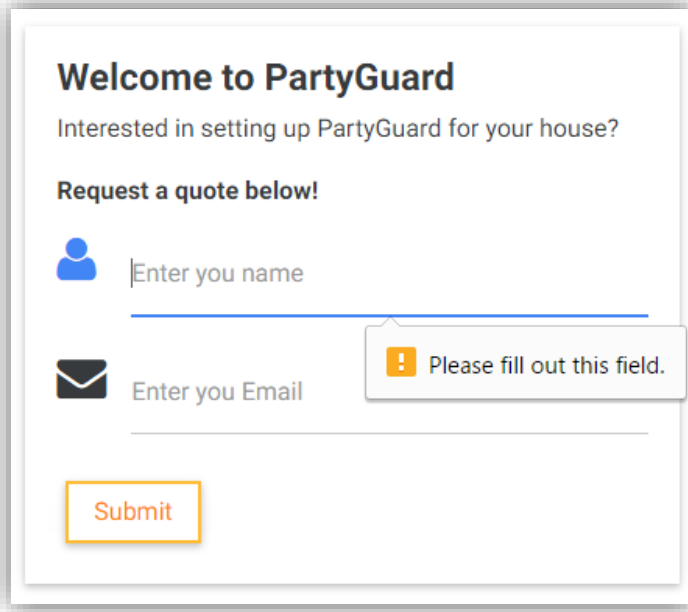
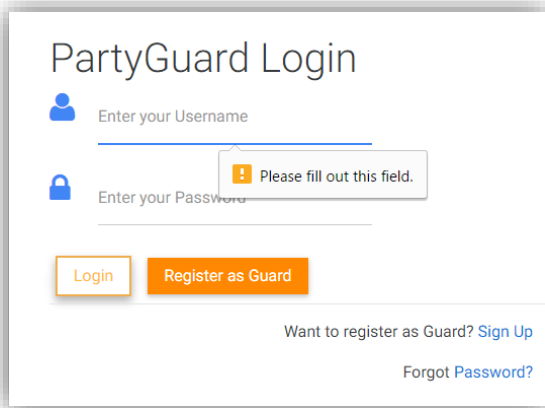
The image shows a web form titled "Welcome to PartyGuard" with the subtitle "Interested in setting up PartyGuard for your house?". Below this is a heading "Request a quote below!". There are two input fields: one for a name (with a person icon) and one for an email (with an envelope icon). The email field has a validation error message "Please fill out this field." displayed next to it. At the bottom of the form is a "Submit" button.

Fig 4.1a home page Validation error messages

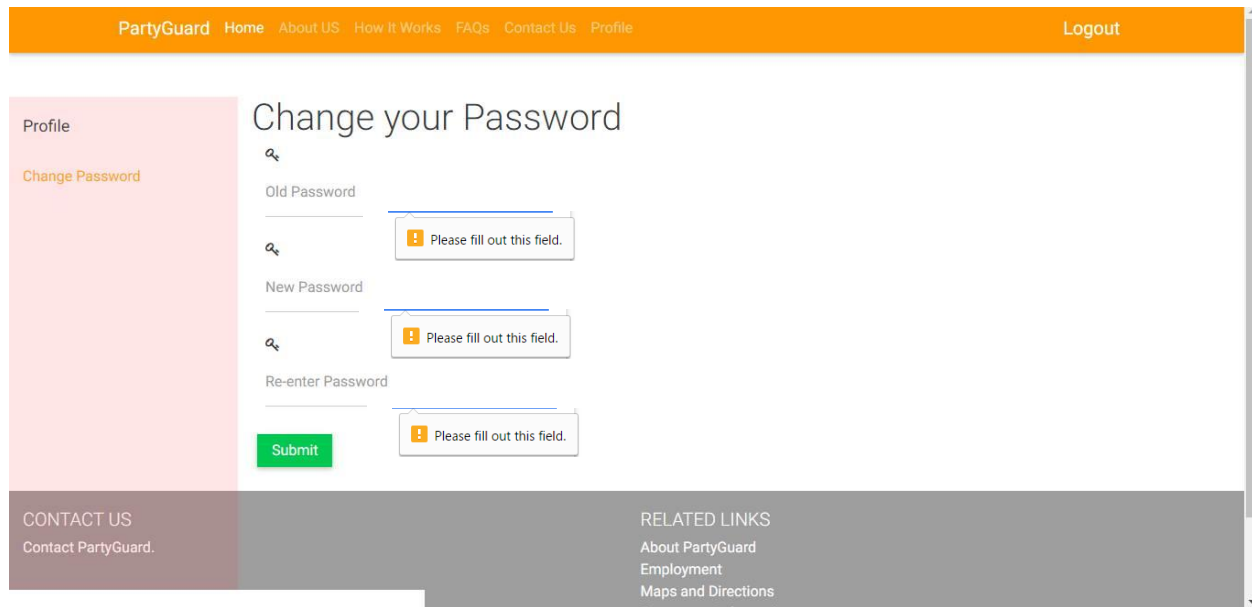
Similarly, you can see similar kinds of errors in some of the other pages in the website. Here are some of the snapshots of them.





The image shows the 'PartyGuard Login' form. It has two input fields: 'Enter your Username' and 'Enter your Password'. The 'Enter your Password' field has a validation pop-up message that says 'Please fill out this field.' Below the fields are two buttons: 'Login' and 'Register as Guard'. At the bottom, there are links for 'Want to register as Guard? Sign Up' and 'Forgot Password?'.

Fig 4.1b Login Validation pop up

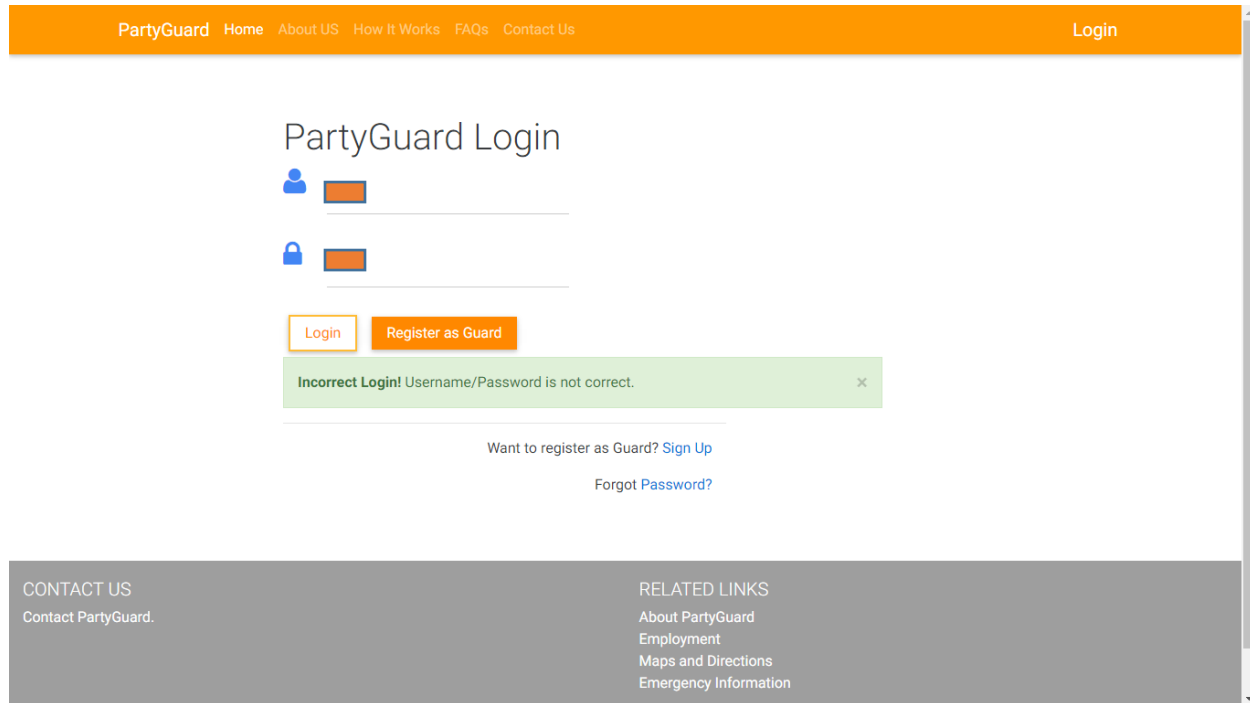


The image shows the 'PartyGuard' website's 'Change your Password' page. The page has an orange header with navigation links: 'PartyGuard', 'Home', 'About US', 'How It Works', 'FAQs', 'Contact Us', 'Profile', and a 'Logout' button. On the left, there is a sidebar with 'Profile' and 'Change Password' (highlighted in orange). The main content area is titled 'Change your Password' and contains three input fields: 'Old Password', 'New Password', and 'Re-enter Password'. Each of these fields has a validation pop-up message that says 'Please fill out this field.' Below the fields is a green 'Submit' button. At the bottom, there is a footer with 'CONTACT US' (with a link 'Contact PartyGuard.') and 'RELATED LINKS' (with links 'About PartyGuard', 'Employment', and 'Maps and Directions').

Fig 4.1c change password Validation pop up

## 4.2 Wrong Credentials:

An error can occur when you enter wrong login credentials as shown in the fig 4.2a



The screenshot displays the PartyGuard Login interface. At the top, an orange navigation bar contains the text "PartyGuard Home About US How It Works FAQs Contact Us" on the left and "Login" on the right. The main content area is white and features the heading "PartyGuard Login". Below this, there are two input fields: the first is preceded by a blue person icon and the second by a blue padlock icon. Both fields have orange placeholder text. Below the input fields are two buttons: "Login" (outlined in orange) and "Register as Guard" (solid orange). A green error message box with a close icon (X) is displayed below the buttons, containing the text "Incorrect Login! Username/Password is not correct." Below the error message, there are two links: "Want to register as Guard? [Sign Up](#)" and "Forgot [Password?](#)". The footer is a dark gray bar divided into two sections. The left section, titled "CONTACT US", contains the text "Contact PartyGuard.". The right section, titled "RELATED LINKS", contains a list of links: "About PartyGuard", "Employment", "Maps and Directions", and "Emergency Information".

Fig 4.2a Login error message